

GOVERNMENTWIDE
ACCOUNTING & REPORTING
gwa
Modernization



**SUSPENSE “F” ACCOUNT
DISCONTINUANCE AND
WAIVER POLICY-TFM Bulletin
No. 2007-07**

**FMS Conference
August 8, 2007**

Governmentwide Accounting

Future Plans

- capture program level spending on real-time or near-real-time basis



Governmentwide Accounting

To accomplish future plans agencies must:

- **classify transactions to the proper treasury account symbol (TAS) at the time the transaction is executed or the point of origin; e.g. when the collections are made**



Discontinuance of Suspense ‘F’ Accounts

- **FMS will discontinue the use of**
 - **Budget Clearing Account F3875**
 - **IPAC Account F3885**

July 31, 2008



Collections: Budget Clearing “F” Accounts (3875)

- **Agency action to clear balances:**
 - correctly classify amounts in accounts
- **If agencies do not classify entire balances, they should take the following actions:**
 - **positive balance:**
 - reallocate their funds to a miscellaneous receipt account 3220
 - **negative balance:**
 - potential Anti-Deficiency Act (ADA) violation
 - OMB and Treasury will handle on a case by case basis



(IPAC) “F” Accounts (3885)

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 - correctly classify amounts in accounts
- **If agencies do not classify entire balances, they should take the following actions:**
 - **positive balance**
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 - **negative balance**
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Suspense Accounts

• <http://www.fms.treas.gov/tfm/vol1/v1p2c150.pdf>

- FMS establishes suspense (clearing) accounts to **temporarily** hold unidentifiable collections
 - General Fund
 - Revolving Fund
 - Special Funds
 - Trust Funds



Payments Using “F” Accounts

- **Current policy:**
 - no “F” accounts allowed
 - without exception, an “F” account should not be used to make a payment for program events
- “F” accounts may be used to refund monies submitted/collected in error



Suspense Accounts – New Guidance

Federal agencies classify funds in the suspense account until the agency can classify them to the proper receipt or expenditure accounts

time limit: 60 days



“F” Account Waiver Policy

Agencies that have a justifiable business need to keep suspense accounts may submit a written waiver request to OMB and FMS by

January 31, 2008



“F” Account Waiver Policy

**Approved Budget Clearing Accounts will remain
available for agencies with approved waivers effective**

August 1, 2008



“F” Account Waiver Policy

FMS and OMB will approve requests on a case-by-case basis, providing the agencies agree to the following account provisions:

- items classified to “F” accounts must be cleared within 60 days (reclassify to proper accounts)



“F” Account Waiver Policy

All F3875 and F3885 accounts that do not have an approved waiver must have a zero balance by

February 28, 2009



“F” Account Waiver Policy

Requesting an “F” account waiver

- CFO submits a Dept-wide request by bureau
- State specific business purpose(s)
- Provide documented history for past 6 months on reclassifications
- Provide amounts that were deposited in the past year
- Certify that balances in the “F” accounts in the preceding yearend were 60 days old (or less)
- State that the CFO agrees to annually certify the age of the balances in the “F” accounts
- Provide the e-mail address and contact info for certification



“F” Account Waiver Policy

DATE OF THE REQUEST:

BUREAU(S):

AGENCY NAME:

List specific business justification for which the waiver is requested.

Account

Business Justification



“F” Account Waiver Policy

F3875 Reclassification History Suspense "F" Account Waiver Format

(Complete this form for each of the 6 months being reported)

Item #	Suspense Account-- F3875	Balance as of November 30th-- (\$ thousands)	Suspense Amount Deposited 1-60 days (\$ thousands)	Suspense Amount Cleared 1 - 60 days (\$ thousands)	Suspense Amount ----over 60 days (\$ thousands)	Explanations/Exceptions
1	XXF3875		50	10	20	Provide an explanation for suspense items over 60 days old.
2	XXF3875.3		10	15	5	
3	XXF3875.5					



"F" Account Waiver Policy

Amounts Deposited into F3875 in the Past Year

(Thousands)

Activity by Month	Collections	
November 2007		
October 2007		
September 2007	35	
August 2007		

Please provide an explanation of any suspense amounts in the month of September over 60 days old.

Example Certification

I certify that balances in the suspense accounts for the preceding yearend **are** no more than 60 days old, with clear explanations of any exceptions noted. I also agree to certify annually, the September suspense account balances. These balances will be 60 days old or less and any exceptions clearly explained or noted.

Chief Financial Officer (CFO) or CFO Designee

Date



“F” Account Waiver Policy

AGENCY CONTACT INFORMATION

Include the contact information of the person who will be submitting the electronic certification for the September balances.

AGENCY
NAME:

NAME:

ADDRESS:

TELEPHONE:

E-MAIL:



Monitoring “F” Accounts

Monitoring

- Metric Tracking System
- Agency Auditors
- CFO Certification



Pertinent Effective Dates

Effective Date	Event
January 31, 2008	Agencies must submit a written waiver request to OMB and Treasury.
July 31, 2008	FMS will discontinue the use of Budget Clearing Account F3875 and IPAC Account F3885.
August 1, 2008	Approved Budget Clearing and IPAC suspense accounts will remain available for agencies that have an approved waiver.
February 28, 2009	F3875 and F3885 balances no more than 60 days old for agencies with approved waivers.



Any questions, comments, or
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